

Date: DECEMBER 5, 2006

Memorandum



To: All County Employees

From: George M. Burgess
County Manager

A handwritten signature in black ink, appearing to read "G. Burgess", written over the printed name and title.

Subject: Free Flu Shots for County Employees

It's that time of year - flu season. According to the Center for Disease Control 5%- 20% of the population gets the flu. I had my flu shot last week and the process was quick and painless. I am pleased to announce that the County has arranged, through a partnership with our health plans, to have flu shots provided free of charge to all County employees at the following times and locations:

<u>Date</u>	<u>Time</u>	<u>Place</u>
Thursday - AM December 7, 2006	9:00 a.m. – 12:00 p.m.	Martin Luther King Building 2525 NW 62 Street Room 5600 - 5 th Floor
Thursday - PM December 7, 2006	1:00 p.m. - 4:30 p.m.	Stephen P. Clark 111 NW 1 st Street 18 th Floor, Room 18-4
Friday - AM December 8, 2006	9:00 a.m. - 12:00 p.m.	Miami Dade Transit 3300 NW 32 nd Avenue 3 rd Floor Conference Room
Friday - PM December 8, 2006	1:30 p.m. - 4:30 p.m.	South Dade Government Center 10710 SW 211 Street Room 203
Monday -AM December 11, 2 006	9:00 a.m. - 12:00 p.m.	Building Department 11805 SW 26 Street Conference Room " L "
Monday - PM December 11, 2006	1:00 p.m. - 4:30 p.m.	Miami-Dade Aviation 4200 NW 36 th Street Building 5A, 1 st Floor Training Room

I encourage each of you to consider getting the flu shot if you have not already done so. Help reduce your risk of getting the flu as well as spreading it to your friends, coworkers and families. Additionally, I have asked the United Way to assist and they are making it possible for anyone receiving a free flu shot to make an optional contribution.

In order to receive your free flu shot, you will need to bring your health insurance card, if you are covered in any of the County's health insurance plans. If you are not covered by a County health insurance plan, your County photo identification will be sufficient. If you have any questions, please contact the Benefits Administration Unit at (305) 375-4288.

Happy Healthy Holidays!